

**Northwest Regional Planning Commission  
Standard of Conduct and Conflict of Interest Policy**

**Policy adopted January 27, 2016**

No employee, officer, Commissioner or agent will participate in the selection, award, or administration of a contract with NRPC supported by a Federal award if he or she has a real or apparent conflict of interest.

Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

The officers, employees, Commissioner and agents of the Northwest Regional Planning Commission will neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts except if the gift is an unsolicited item of estimated or known value of less than \$50. In these cases the gift must be disclosed to the NRPC Executive Director, or in the case of the Executive Director, the NRPC Chair.

Violations of these standards by employees will result in discipline actions as described in the NRPC Personnel Policies. Violations of these standards by an NRPC Board member will result in sanctions as described in the NRPC bylaws.

Adopted by the Board of Commissioners on January 27, 2016.

Attest: \_\_\_\_\_  
Neal Speer, NRPC Secretary